

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING  
JANUARY 8, 2020**

**MEMBERS PRESENT:** R. Collins, M. Fraser (arrived at the meeting at 3:09 pm), C. Groom, R. Guilbault, K. Matsumoto (Chair), D. Pine, J. Powell, P. Ratto (Vice Chair), C. Stone (left the meeting at 3:07 pm)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Hartnett, C. Mau, J. Cassman, D. Olmeda, D. Hansel, A. Chan, J. Brook, D. Seamans

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Outgoing Chair Carole Groom called the meeting to order at 2:03 pm and led the Pledge of Allegiance.

**2. ROLL CALL**

Dora Seamans, District Secretary, called the roll and a quorum was present.

**3. REPORT OF THE NOMINATING COMMITTEE (Powell, Stone, Collins)**

- a. Election of Board Officers for 2020

On behalf of the Nominating Committee, Director Charles Stone nominated Director Karyl Matsumoto as Chair and Director Peter Ratto as Vice Chair.

Motion/Second: Stone/Pine

Ayes: Collins, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Fraser

**4. CONSENT CALENDAR**

- a. Approval of Minutes of the Board of Directors Meeting of December 4, 2019
- b. Acceptance of Statement of Revenues and Expenses for November 2019
- c. Disposition of Two Surplus Non-Revenue Support Vehicles

Motion/Second: Powell/Stone

Ayes: Collins, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: Fraser

**5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Meredith Park, Chair, Transportation and Safety Committee, San Carlos PTA Council, expressed her appreciation to SamTrans for providing bus service to schools, but noted that some bus routes were not running due to the driver shortage.

**6. REPORT OF THE CHAIR**

Chair Karyl Matsumoto said that she had nothing to report. Outgoing Chair Groom wished everyone well in the new year.

## **7. REPORT OF THE GENERAL MANAGER/CEO**

Jim Hartnett, General Manager/CEO, said he would provide highlights of his report during the Multimodal Ridership Report item in the Community Relations Committee meeting.

## **8. BOARD MEMBER REQUESTS/COMMENTS**

Director Stone thanked Director Groom for all her work throughout 2019.

Director Dave Pine requested that the bus operator shortage be addressed at a future meeting. Mr. Hartnett said that an item addressing the operator shortage would be on the February Board agenda.

Chair Matsumoto requested that the Finance Committee meet prior to the Community Relations Committee to accommodate Director Stone's schedule.

## **9. RECESS TO COMMITTEE MEETINGS**

The Board meeting recessed at 2:15 pm.

## **10. RECONVENE BOARD OF DIRECTORS MEETING**

Chair Karyl Matsumoto reconvened the Board meeting at 4:15 pm.

## **11. MATTERS FOR BOARD CONSIDERATION: COMMUNITY RELATIONS COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Rose Guilbault reported on the following items:

### SUBJECTS DISCUSSED:

- a. Accessibility Update
- b. Paratransit Coordinating Council Update
- c. Citizens Advisory Committee Update
- d. Multimodal Ridership Report – November 2019

## **12. MATTERS FOR BOARD CONSIDERATION: FINANCE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Peter Ratto led the Board in voting on the following item, while noting that new language had been added.

### RESOLUTION:

- a. Authorizing a Contribution of \$83,333 to the Peninsula Corridor Joint Powers Board to Fund Special Counsel Services on Governance Matters – Approved by Resolution No. 2020-1

Motion/Second: Ratto/Pine

Ayes: Collins, Fraser, Matsumoto, Pine, Ratto

Noes: Groom, Powell

Abstention: Guilbault

Absent: Stone

**13. MATTERS FOR BOARD CONSIDERATION: STRATEGIC PLANNING, DEVELOPMENT AND SUSTAINABILITY COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Pine reported on the following item:

SUBJECT DISCUSSED:

- a. Dumbarton Rail Corridor Update

**14. MATTERS FOR BOARD CONSIDERATION: LEGISLATIVE COMMITTEE / COMMITTEE OF THE WHOLE\***

Director Powell led the Board in voting on the following item:

MOTION:

- a. Adoption of 2020 Legislative Program

Motion/Second: Powell/Collins

Ayes: Collins, Fraser, Groom, Guilbault, Matsumoto, Pine, Powell, Ratto, Stone

Absent: None

Director Powell reported on the following item:

SUBJECT DISCUSSED:

- b. State and Federal Legislative Update

**15. GENERAL COUNSEL REPORT**

Joan Cassman, Legal Counsel, said there was no report.

**16. WRITTEN COMMUNICATIONS TO THE BOARD OF DIRECTORS**

Chair Matsumoto noted that the correspondence was in the reading file.

**17. DATE, TIME AND PLACE OF NEXT REGULAR MEETING**

Vice Chair Matsumoto announced the time and location of the next meeting as Wednesday, February 5, 2020 at 2:00 pm, San Mateo County Transit District, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA.

**18. ADJOURN**

The meeting adjourned at 4:19 pm.